

Appendix D

Information Systems Inventory

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Appendix D. Information Systems Inventory

The Information Systems Inventory identifies the primary information management systems that are being used to support DOE education and training processes. This inventory provides background information and highlights redundancies in the information systems used within the DOE training community.

This information system inventory was developed using a multi-step process. Participants in the first business case development workshop identified the information systems their organizations use in support of education and training processes. The training systems that were identified during the DOE Office of Human Resources SIM Initiative, but were not identified during the DOE Technology-Supported Learning initiative, were added to the inventory. Information system descriptions were collected through the use of a questionnaire completed by workshop participants. Phone interviews were held with Information Management points-of-contact to collect platform and user information.

The Department has at least 20 information systems that support training. These systems range from the mainframe-based Department Training Information System (DTIS) to spreadsheet data bases maintained at local program offices and field sites. Each of these systems was developed to meet specific user needs; however, all of these systems overlap in the types of information they provide. There is no single Departmentwide training information system. Several information systems are used across the Department to support training processes.

The Local Educational Administrative Requirements Network (LEARN) and System Management for Annual Requested Training (SMART) systems were developed as a result of the inadequacy of Headquarters' systems to meet the field's needs. Although LEARN and SMART are used by a number of DOE sites, each site has implemented a standalone version of these systems. These systems are not directly linked to each other or to other DOE training systems. The most recent system developed is the Clearinghouse for Training, Education and Development (CTED). The system is located on an Internet website and includes several information functions including the DOE Universal Catalog.

There is no information system (or combination of information systems) that provides access to aggregate DOE training information, making it impossible to electronically generate Departmentwide summaries for training statistics and program performance information. Running parallel systems requires duplicative manual re-keying of data reducing data integrity, increasing the potential for error, and increasing information systems costs across the Department.

The following sections describe the primary information systems that are used to support DOE education and training processes.

D.1 Departmental Training Systems

These information systems support more than one DOE program office or field location. Each of these information systems provides similar information. Table D-1 contains the names, user base, and the types of information stored in each information system.

D.2 Local Training Systems

These information systems are standalone, locally developed systems that support individual DOE locations. Each of these systems automates a portion of the local training process. Some of this information is also tracked in the Departmental information systems. Table D-2 contains the names, location, and the types of information stored in each local training information system.

D.3 Finance and Budgeting Systems

This type of information system was not the focus of this analysis, however several information systems that are used to process and track budget and cost information for the Department were identified. Table D-3 contains the names and the types of information stored in each finance and budget information system.

Table D-1. Departmental Training Information Systems

System Name	DOE Facility/Contract	Contacted	System Description	Platform
CTED Clearinghouse for Training, Education and Development	HQ-HR-31 Tanya Luckett 202-426-1516	Yes	Includes DOE Universal Catalog and a repository of study guides for Technical Qualifications Program.	World Wide Web Developed for entire DOE training community
DTIS Department Training Information System	HQ-HR-2 Bob Sottile 202-426-1538	Yes	Tracks scheduling of training classes; class registration; class rosters; reservation of funds for outside training opportunities; employee training history. Generates the DF3410 form.	Mainframe/mini-based Developed in house
DOE On-Track for Training	HQ-HR-2 Bob Sottile 202-426-1538	Yes	Tracks scheduling of training class; class registration; class rosters; reservation of funds for outside training opportunities; employee training history; position qualification requirements; employee qualifications; individual development plans (IDPs); training budgets; automated certificate generation; class attendance; equipment/room scheduling; instructor scheduling; curricula development.	LAN-based Commercial off-the-shelf
LEARN Local Educational Administrative Requirements Network	Savannah River Terry Frizell 803-725-2291	Yes	Tracks scheduling of training classes; class registration; class rosters; employee training history; position qualification requirements; employee qualifications; IDPs; training budget; automated certificate generation and class attendance. Generates the DF 3410 form.	Mac/PC-based standalone Developed in house
SMART System Management for Annual Requested Training	Savannah River Terry Frizell 803-725-2291	Yes	Network application used by employees to review and update their annual IDPs. Employees may request training and also update their Technical Qualification Program (TQP) records, if they participate in TQP.	PC-based standalone Developed in house
TQP Tracker Technical Qualifications Program Tracker	Savannah River Terry Frizell 803-725-2291	Yes	Tracks internal TQP participant status in the program; qualifications that must be met; and identifies equivalencies and exemptions by participant for each qualification standard competency.	Mac/PC-based standalone Developed in house
TRADE Training Resource and Data Exchange	ORISE Tina McKinley 423-576-3418	Yes	Both a human and computer network designed to share information across the DOE training complex. Variety of information sources supported by 12 DOE offices. Currently developing World Wide Web search engine that will support the universal course catalog.	World Wide Web Developed in house

Table D-2. Local Training Information Systems

System Name	DOE Facility/ Contract	Contacted	System Description	Platform
Training Room Reservations	Bonneville Power Admin Mary Zeiher 503-230-3487	Yes	Access data base program for training room scheduling	PC-based spreadsheet Developed in house
ATS Automated Training System	Bonneville Power Admin Mary Zeiher 503-230-3487	Yes	Tracks training records, training support and logistics information, and course numbers	LAN-based Developed in house
Training Instructor Tracking	Bonneville Power Admin Mary Zeiher 503-230-3487	Yes	Tracks course instructor information	LAN-based Developed in house
ITTS Internal Consulting Training and Tracking	Bonneville Power Admin Mary Zeiher 503-230-3487	Yes	Tracks time charged by employee	PC-based Commercial off -the-shelf
Training Registration System	Chicago Ops Office Regina Griswold 708-252-2151	Yes	Training registration and tracking for both centralized and decentralized training funds	LAN-based Developed in house
Training Register	Energy Efficiency & Renewable Energy Steve Von Vidal 202-586-2978	No	Automated training registration program	LAN-based Commercial off-the-shelf
SCEP Student Data base	Nevada Operations Office Alice White 702-295-0660	No	Co-operative education student program	PC-based File Maker Pro Commercial off-the-shelf
EBD Exam Bank Data Base	Rocky Flats Field Office Paul Bakke 303-966-7851	Yes	Provides test authoring, item banking, and test generation. Can generate up to four versions of a test and scramble items and/or answers.	PC-based standalone Commercial off-the-shelf

Table D-2. Local Training Information Systems

System Name	DOE Facility/ Contract	Contacted	System Description	Platform
TRAMS Training Requirements Authentications and Management System	Richland Operations Office Richard Self 509-372-2843	Yes	Track and identify employee training needs.	PC-based standalone Developed in house
TRENDS Training Requirements Employee Needs Development System	Savannah River Operations Office Terry Frizell 803-725-2291	Yes	Used to perform training needs analysis on location for the employee. It uses baseline data from previous position analyses to build a training profile that can then be customized to the employee.	Mac/PC-based standalone Developed in house
OTATS Office of Training Action Tracking System	Savannah River Operations Office Terry Frizell 803-725-2291	Yes	Schedule, track, and trend work processed by training office. Functions include full search capability by date, tracking number, subject, and assigned point-of-contact.	PC-based File Maker Pro Developed in house

Table D-3. Budgeting & Finance Information Systems

System Name	DOE Facility/Contract	Contacted	System Description	Platform
DISCAS Departmentalized Integrated Standardized Core Accounting System	Oak Ridge Operations Office Roy Settle 423-576-2126	Yes	Tracks actual cost expenditures	HP mainframe Developed in house
BEFS Budget Execution & Formulation System	Oak Ridge Operations Office Charlene Battiso 423-576-0633	Yes	Collects and reports budgets and costs by task. Accesses relevant Departmental systems and other sites financial contractor systems to establish a single source for conducting a wide variety of detail and summary level planning, budget and financial management functions. Tracks financial and budget data in terms of B&R, AOP, WBS, ADS, and TDS.	HP mainframe Developed in house
BTS Budget Tracking System	Rocky Flats Field Office Paul Bakke 303-966-7851	Yes	Monitors, tracks, and develops training budgets	PC-based standalone Developed in house